

**Minutes of St. James Planning Commission held
Tuesday, November 28, 2023
City Hall 5:15PM**

Present: Dwight Kuehl, Gene Hildebrandt, Steve Lanoue, Jon Wilson, Jim Paulson

Members Absent: Dan Dorschner, Bob Rinne

Others Present: Zoning Administrator Brianna Sanders, City Attorney Steve Sunde

The meeting was called to order at 5:15pm on November 28, 2023. There were no additions to the agenda.

Motion by Hildebrandt, second by Lanoue: To approve the minutes of the regular meeting of Tuesday, October 10, 2023. MC 5-0.

Motion by Paulson, second by Wilson: To open public hearing for the rezoning request at 1212 Heckman Ct by Sterling Medical Associates at 5:15pm. MC 5-0.

The rezoning request was reviewed. The Zoning Administrator stated that a public comment was made prior to the meeting that the location was not the best fit for the rezoning request. Sunde stated that there is no legal concern for the proposed use at this location. The proposed use of apartment units at the location was discussed. The location does not have access to sidewalks or green spaces such as parks. The applicant stated that the apartments would be one bedroom or studio apartments meant for workforce housing or single occupants. It was questioned how many occupants could reside in the units. The Zoning Administrator stated that two occupants are permitted for each bedroom per the code. It was questioned whether the apartments would be used for short term housing. The applicant stated that the apartments would not be for short term housing and that the shortest lease that would be permitted would be for one month. Hildebrandt questioned whether the Super 8 hotel was made any comments regarding the rezoning request. The Zoning Administrator stated that at the time of the meeting, there were no comments received by the Super 8. It was questioned whether the hotel houses traveling employees. The Zoning Administrator stated that the hotel does house traveling employees for an extended amount of time especially during the summer months.

Motion by Wilson, second by Paulson: To close the public hearing for the rezoning request at 1212 Heckman Ct by Sterling Medical Associates at 5:28pm. MC 5-0.

Wilson stated that the proposed project by Sterling Medical Associates could help solve the housing shortage within the city.

Motion by Wilson, second by Hildebrandt: To approve the rezoning request at 1212 Heckman Ct by Sterling Medical Associates. MC 4-1 with Paulson opposed.

Motion by Paulson, second by Wilson: To open public hearing for the lot division request at 220 Tiell Dr. by Yener A Perez Agustin at 5:29pm. MC 5-0.

The lot division request was reviewed. There were no public comments submitted prior to the meeting. Sunde stated that the language regarding the perpetual easement rights should be removed from the legal description. The Zoning Administrator stated that this request is to fix property boundary issues in various deeds between the properties. Hildebrandt questioned whether both parties are ok with the request. The Zoning Administrator stated that both parties are ok with the request.

Motion by Lanuoe, second by Hildebrandt: To close the public hearing for the lot division request at 220 Tiell Dr. by Yener A Perez Agustin at 5:32pm. MC 5-0.

Motion by Hildebrandt, second by Lanuoe: To approve the lot division request at 220 Tiell Dr. by Yener A Perez Agustin. MC 5-0.

The sign permit applications for Casey's #1849, #3000, and #3002 were reviewed.

Motion by Paulson, second by Wilson: To approve the sign permit request by Casey's at 107 1st Ave South, 620 2nd Ave South, and 1102 Heckman Ct. MC 5-0.

The sign permit application by the St. James Chamber of Commerce/CVB was reviewed for the CVB billboard along HWY 60.

Motion by Lanuoe, second by Hildebrandt: To approve the sign permit request by St. James Chamber of Commerce/CVB for the CVB billboard. MC 5-0.

The Zoning Administrator stated that due to the holiday the next Planning Commission meeting is scheduled for December 20, 2023 at 5:15pm at the St. James City Hall.

Motion by Wilson, second by Lanuoe: To adjourn the meeting at 5:38pm. MC 5-0.

Respectfully submitted,

Brianna Sanders
Zoning Administrator